

Work Against Worksheet

I. Name: _____

Proposed Employee
Classification: _____

Proposed
Position Grade: _____
Current Classification/Salary
Grade: _____

Position Number: _____

II. Why is this position not being filled at its established classification?

III. What is the expected duration of this work against?

IV. What will happen to the employee or position when this work-against ends i.e., will employee be terminated or retained in another capacity? Is the plan for the position to be reallocated to the employee's classification?

V. Give a brief description of duties the employee will perform.